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NLS/BPH Reports Growth in Readership, Circulation

The National Library Service for the Blind and Physically Handicapped (NLS/BPH) and its network of 160 cooperating libraries reported continued growth of circulation and readership during fiscal year 1980. Readership rose 10.1 percent to 792,980, and circulation, 6.2 percent to 16.9 million containers and volumes, as shown in the recent NLS/BPH statistical supplement to *Library Resources for the Blind and Physically Handicapped, 1980*. The statistics also indicate some shifts in circulation activity.

Cassette book readership and circulation registered the greatest growth for the year, with increases of 21.6 percent in readership and 31.3 in circulation. Talking-book disc activity continues to account for a large share of the total program, although growth in disc readership has slowed to 2.8 percent compared with 5.9 percent in fiscal year 1979, and circulation declined 1.8 percent. The direct circulation magazines on flexible discs have proven to be increasingly popular. In circulation, they rank above any other category, including cassette or disc books.

Braille books and magazines continued to show improvement. Braille readership rose 9.5 percent, compared with 6.2 percent in fiscal year 1979. Direct circulation magazines continue to lead braille books in circulation. During fiscal year 1980, they were primarily responsible for growth in braille, compensating for a slight decline in braille book circulation.

Library Announces Policy on Cataloging Microreproductions

When books, serials, or other works first appear as publications and then are reproduced in microform, there is a question as to which set of details should be emphasized by the cataloger in describing the item in hand: the details appropriate to the original or those

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appropriate to the reproduction. For almost two years, this question has been debated within the American library community, with clearly the larger number of debaters on the side of using the details appropriate to the original.

At the recent Annual Conference of the American Library Association, the Committee on Cataloging: Description and Access of the Resources and Technical Services Division's Cataloging and Classification Section considered the question once again, and, while no consensus was reached, the vote taken at the end of the discussion was finally also in favor of using the details appropriate to the original.

The Joint Steering Committee for Revision of AACR (JSC) also met during ALA (see report on pp. 250–1) and among the proposals considered was one made by the Library of Congress that would implement the opinion expressed here, and now supported by ALA's Committee on Cataloging: Description and Access. First, however, JSC established its policy of countenancing rule interpretation, rather than rule revision, as a means national libraries might use to implement their own policies. When JSC then considered the issue of microreproductions of previously published works, it decided to table the question, with the recognition that the Library of Congress would then use rule interpretation to transmit its own policy.

With this introduction, the Library of Congress is announcing the policy it will follow henceforth in cataloging microreproductions. The Library will use details appropriate to the original in all cases in which the original is a publication. If the original is not a publication, the Library will use details appropriate to the reproduction. This generalization applies to the microreproduction of printed or typed materials falling within the following categories: (1) books, pamphlets, and printed sheets (chapter 2 of AACR 2); (2) cartographic material (chapter 3 of AACR 2); (3) music (chapter 5 of AACR 2); (4) opaque graphic materials (chapter 8 of AACR 2); and (5) printed serials (chapter 12 of AACR 2).

The chapters cited above should be followed for the bibliographic description of the items, based on the details appropriate to the original when it is a publication and on the details appropriate to the reproduction when the original is not a publication. When a bibliographic description is based on the details appropriate to the original, notes or copy statements should then be used to convey details of the reproduction.

Details regarding this policy will be published in the Library's *Cataloging Service Bulletin*.

The *Library of Congress Information Bulletin* is issued weekly by the Library of Congress and distributed free of charge to publicly supported libraries and research institutions, academic libraries, learned societies, and allied organizations in the United States.

Comparable institutions and organizations in other countries may arrange to receive the *Bulletin* on the exchange basis by applying in writing to the Library's Exchange and Gift Division. All other correspondence should be addressed to the LC *Information Bulletin*, Information Office, Library of Congress, Washington, D.C. 20540.

Library Guests during June

From Abroad

Bolivia—Fernando Villamor, public prosecutor of La Paz.

China—Wang Kuang, director, and his wife, Tien Wei, deputy secretary general, New China News Agency, Hong Kong Branch; a delegation of population program administrators headed by Yu Wang, deputy director, State Council for Birth Control.

Colombia—Isabel Guzman, librarian, medical school of the National University, Bogota.

Dominican Republic—Carlos Rivas, National Institute of Agriculture, Santiago.

Egypt—A delegation from the Egyptian Council of State headed by Mohamed Abdel-Hamid, counsellor and president of the Council of State.

Federal Republic of Germany—Brigitte Achtermann, Technical Information Library, University of Hanover.

Finland—Knut K. Mäntylä, chair, Central Committee, Peace Association of Finland.

France—Elisabeth Macan, librarian, Centre Culturel Allemand, Goethe Institut, Paris.

Greece—Mary Tseroni, director of the American Library (USICA), Athens.

Guyana—Denise Harris, U.S. International Communication Agency Library, Georgetown.

Hungary—Attila Kovacs, Hungarian Agricultural Export-Import Agency, Budapest; Istvan Zombori, Mora Frenec Museum, Szeged.

Indonesia—Jan Ganap, assistant to the governor, East Timor Province.

Iraq—Hiyam Kattan, chief librarian, Central Bank of Iraq, Baghdad.

Italy—Luigi Cappugi, secretary, Christian Democratic Party, Florence; Claudio Giliberti, National

E. Bejide Bankole, university librarian, University of Lagos; J. O. Dipeolu, university librarian, Hezekiah Oluwasanmi Library, University of Ife, Ile-Ife; and Teni Okotore, deputy chief librarian, Nigerian Institute of International Affairs, Lagos, visited the Library's African Section on Tuesday, June 30. While in this country for a meeting, the three Nigerian librarians took the opportunity to come to Washington to visit acquaintances at the Library, where they spent several hours discussing various library-related matters, including the acquisition and bibliographic control of Africana.

Pictured (opposite) are Beverly Gray, head of the African Section, African and Middle Eastern Division, with Mr. Dipeolu, Mrs. Okotore, Mr. Bankole, and Laverne Page, also of the African Section.

Board on Workers Accident Compensation, Ministry of Labor, Rome.

Ivory Coast—Koffi Djah, Ouattara Amada, and Pornon Sanogo, members of the National Assembly.

Jamaica—Oswald Harding, president of the Jamaican Senate, Kingston.

Japan—A study mission on new library technology headed by Takeo Urata, director of the Tokyo University Library.

Jordan—Abdulla Rashid Hamadneh, director, Research and Translation Department, Ministry of Foreign Affairs, Amman; Adel Hiyari, consultant to the president of the University of Jordan, Amman.

Kenya—Farouk Muslim, senior assistant secretary (legal affairs), Ministry of Environment and Natural Resources, Nairobi.

Korea—Kim Ki-Sang, research officer, American and European Affairs, National Assembly Library, Seoul.

Liberia—Paul Allen Wie, administrator, Press and Public Affairs Bureau, People's Reclamation Council, Monrovia.

Mexico—Miguel Angel Camposeco, federal deputy, PRI Party, Mexico City.

New Zealand—Young Vivian, secretary general, South Pacific Commission, Niue Island.

Nigeria—Mallam Alkaleri, senior clerk, Bauchi State House of Assembly; Alhaji Mohammed Bello, senior research fellow, Ahmadu Bello University, Zaria; Collins Onyeledo, Institute for Strategic Studies, University of Jos; Timothy Osibodu, boundary settlement commissioner, and Gabziu Bakre, deputy director of public prosecutions, Ogun State Ministry of Justice.

Norway—Per Ongstad, director, Norsk Dokumentdata, Norwegian Technical and Scientific Research Council, Oslo; Terje Sørlie, head, Department of

Shirley Echelman, who assumed her duties on May 1 as the new executive director of the Association of Research Libraries (ARL), was welcomed to Washington by Deputy Librarian of Congress William J. Welsh and members of the staff at a luncheon on July 8 in the Library's Whittall Pavilion. Ms. Echelman has served since 1978 as executive director of the Medical Library Association and has had a distinguished career in librarianship. In the announcement of her appointment, the Board of Directors of ARL said, "In Shirley Echelman we believe we have found someone with the experience, the ability, and the energy to provide the leadership that the Association has been seeking." The Library of Congress is one of the 113 research libraries which are member of ARL.

Associate Librarian for National Programs Carol A. Nemeyer (above left) and Mr. Welsh offer their congratulations to Shirley Echelman.

On May 29, officials from the Cultural Foundation of Mexico City presented to the Library of Congress 42 titles of new editions of Mexican classics and handsomely illustrated works representing the past and present art and culture of Mexico. Among those present for the ceremony were (left to right) Georgette M. Dorn, specialist in Hispanic culture, Hispanic Division; Fernando Cuén, curator of the collections at Banamex; Agustín Legorreta, president of the Banamex Corporation; Florencio Acosta, minister, Embassy of Mexico; William E. Carter, chief, Hispanic Division; Carol Nemeyer, Associate Librarian for National Programs; John R. Hébert, assistant chief, Hispanic Division; and John C. Finzi, director of the Collections Development Office, Library of Congress.

Serials and Scholarly Publications, Oslo University Press.

Pakistan—Salman Ali, chair, Board of Governors, Institute of Strategic Studies, Islamabad; Noor Husain, director general, Institute of Strategic Studies, Islamabad; Nazir Kamal, lecturer, Department of International Relations, Quaid-E-Azam University, Islamabad; Rais Khan, director, Area Studies Center for Africa and North and South America, Quaid-E-Azam University, Islamabad.

Papua New Guinea—Franzalbert Joku, editor, *The Times.*

Poland—Jacek Kochanowicz, assistant professor of economic history, University of Warsaw.

Romania—Tibot Balint, poet, Koloszvar; Alecu Ghilia, novelist, poet, and painter, Bucharest; Nicloae Minei, deputy editor-in-chief, *Istoric,* Bucharest.

South Africa—Philmar Minnaar, chief librarian, University of Zululand.

Sweden—Ulf Persson, vice managing director, and Peter Mitlin, data processing manager, LIBER.

Yugoslavia—Slobodan Trajkovski, commentator, TV Skopje.

From the United States

Kenneth V. Hill, audiovisual coordinator, Clark County Community College, Las Vegas, Nev.

Esther Huston, law librarian, California State Library.

Jan Nelson, serials cataloger, University of Colorado, Boulder.

Patricia Wassink, librarian, Colfax School Library, Colfax, Wis.

Diana Watkins, reference librarian and cataloger, California Energy Commission Library, Sacramento.

Clara Wilson, serials cataloger, University of Nebraska.

Irmgard H. Wolfe, cataloger, University of Southern Mississippi, Hattiesburg.

Seventy-five members of the National Federation of Press Women.

A Few of the Visitors Expected in August

Mufeeda Al-Oqab, chief librarian, Kuwait Fund for Arab Economic Development.

Lih-Min Cheng, senior librarian, Cataloging Department, Tamkang University Library, Taiwan.

Dennis Shaw, keeper of scientific books, Radcliffe Science Library, Oxford University.

Jean Whyte, librarian, Monash University, Melbourne, Australia.

A group of five scientists from the Institut für Publizistik und Dokumentationswissenschaft in Fachbereich Kommunikationswissenchaften, Berlin Free University, Federal Republic of Germany.

Correction: In the caption for the photograph taken at the reception marking the inauguration of the Mae and Irving Jurow Fund (see the July 17 LC *Information Bulletin,* p. 239), the identification should have read as follows: "Pictured above are Mr. and Mrs. Jurow (on the right) greeting Howard Schott." The editor regrets the error.

STAFF NEWS

Mary Smith and Emily Spears Receive 30-Year Pins

During July, Assistant Librarian for Processing Services Joseph H. Howard presented 30-year Federal Service Award pins to Mary B. Smith, head of the Gift Section in the Exchange and Gift Division, and Emily K. Spears, classification specialist in the Decimal Classification Division.

Mrs. Smith was born in Washington, D.C., and graduated from Howard University in 1950. After working for seven months with the D.C. Public Library, she joined the staff of the Library of Congress in 1952 as an editorial assistant in the former Serial Record Section of the Processing Department. The temporary appointment she held, which was slated to end after six months, was extended for 18 months, and eventually became permanent. She worked briefly as a periodical cataloging assistant in the Serial Division and as an acquisitions assistant in the Reference Department.

Mrs. Smith received a master's degree in library science from the Catholic University of America in 1959 and, that same year, became a serial record cataloger. In subsequent years, her experience in Serial Record encompassed work as a searcher, reference assistant, and accessioner. She also served as a supervisory librarian in the former Division for the Blind before being appointed assistant head of the Gift Section in 1962. Her knowledge of the Library and command of the work of the section resulted in her being named section head in 1968.

Mrs. Spears came to the Library in 1951 to work in the Union Catalog Division of the U.S. Overseas Information Centers Project. In March 1953, she became a clerk-typist in the Bureau of Aeronautics Cataloging Project. Later that same year, she transferred to the Descriptive Cataloging Division as division secretary. She was promoted in 1963 to the position of editorial assistant in the Decimal Classification Division, where she has worked since, becoming an editorial revisor and finally a decimal classification specialist. The quality of her endeavors has been indicated by quality increases in 1967 and 1970 and an Incentive Award in 1975.

Mrs. Spears attended the Agricultural and Technical College of North Carolina and holds certificates from the Atlantic Business College, Cortez Peter School of Business, and the U.S. Department of Agriculture Graduate School. She has also completed courses at Mount Vernon College.

Jasper Johnson Completes 25 Years of Federal Service

Jasper R. Johnson, a legal information technician in the Law Library's Processing Section, received a 25-year Federal Service Award pin on June 26 from Law Librarian Carleton W. Kenyon.

Mr. Johnson is a native of Louisa County, Va., and graduated from Louisa High School in 1953. He joined the Library staff in 1957 after a tour of duty with the U.S. Army. His first position in the Library was in the Buildings Services Section. He transferred in October 1968 to the Law Library, where he has held a number of positions including library assistant, library technician, supervisor of the Class K Activities, deck supervisor, and reference assistant. In 1973, he was promoted to his present position.

Staff Activities

Sally H. McCallum, staff assistant to the director for processing systems, network and automation processing, was presented the Esther J. Piercy Award for the year 1981 from the Resources and Technical Services Division of the American Library Association at the ALA conference in San Francisco, Calif. The award was given to Ms. McCallum in "recognition of her contributions to technical services, for her leadership in developing national standards, and for showing outstanding promise for continuing contributions to the profession."

Vittorfranco S. Pisano, senior legal specialist in the European Law Division, is the author of a monograph entitled the *Communist Bloc Covert Action: The Italian Case,* published in June by the International Association of Chiefs of Police in Gaithersburg, Md. In May, Dr. Pisano delivered a lecture at the headquarters of the U.S. Army Criminal Investigation Command on political violence in selected European countries. This lecture was part of a series of presentations he made during the past several months at the Foreign Service Institute in the Department of State, the U.S. Defense Intelligence School, and the U.S. Air Force Special Operations School.

Richard W. Stephenson, head of the Reference and Bibliography Section in the Geography and Map Division, is the author of an historical atlas, *The Cartography of Northern Virginia.* Facsimile reproductions of 122 maps dating from 1608 to 1915 are included in the 145-page book, which was presented to the Fairfax County Board of Supervisors in a June ceremony. The atlas was published by the History and Archaeology Section of the county's Office of Comprehensive Planning. Copies of the $12.50 publication may be obtained by writing to the Maps and Publications Center, Fairfax County Government, Massey Building, 4100 Chain Bridge Rd., Fairfax, Va. 22030, or by calling 691–2974.

Pictured above in the Massey Building Rose Garden in Fairfax, Va., are (left to right) County History Commission chair William A. Klene, board chair John F. Herrity, Richard W. Stephenson, Centreville supervisor Martha V. Pennino, and History Commission member Mayo S. Stuntz.

Map of Virginia, ca. 1667.

The American Red Cross Bloodmobile will visit the Library on Wednesday, August 12, and Thursday, August 13, from 8:30 a.m. to 2:15 p.m. each day. The unit will be located in the sixth floor Madison Building Assembly Room (LM 649). Staff wishing to donate blood should register with keyworkers in their respective divisions. Donors are requested to use the regular shuttle bus service.

Ralph E. Whittington, curator in the General Reading Rooms Division, will be making his second guest appearance August 23 on Dick Lillard's show, "Roots of Rock and Roll." The program is presented on radio station WHFS (102.3 FM) every Sunday evening from 7 to 9 p.m. Mr. Whittington will be on the air during the first hour playing rare a cappella recordings from the 1960s and 1970s.

Former Staff News

Johannes L. Dewton, former head of the National Union Catalog Publication Project and chief of Shared Cataloging Division, has been honored by his alma mater, the University of Vienna, Austria. Acknowledging his merits in his work for the libraries of the United States, the university renewed his more than 50-year-old diploma of Juris Doctor. The

new diploma was handed to Dr. Dewton in a small ceremony at the Austrian Embassy on July 17. Dr. Dewton is also the recipient of the Distinguished Service Award of the Library of Congress and is a member of Alpha Chapter of Beta Phi Mu, the honorary library society.

Colloquium Set for August 20

The next Scholars Committee Colloquium will be held at 2:30 p.m. on Thursday, August 20, in the Woodrow Wilson Room. Speaker Anne Yeoman from the Department of English and Humanities at Virginia Polytechnic Institute and State University will discuss "Poetry and Patronage: 'Two Courtesans' Exploit the System." The discussion will compare and contrast the lyrics of Veronica Gambara and Tullia d'Aragona in terms of both their literary techniques and their effectiveness. All interested persons are invited to attend the session, which usually lasts about one hour, including both presentation and discussion.

Personnel Changes

Appointments: Maurice Boyd, braille instructor, GS–5, NLS/BPH, 10134; Larry Hayes, systems accountant, GS–14, FMO, 10139; Barbara Sockwell, clerical assistant, GT–3, Photodup, M101D.

Temporary Appointments: Rhonda Bates, conservator aid, GS–4, Preserv, 10188; Arlette Freeman, library aid, GS–1, GRR, NP; Colleen Getz, foreign affairs analyst, GS–5, CRS F, NP; Roberta Goldblatt, bibliographic and editorial assistant, GS–9, Eur, NP; Son Kim, library aid, GS–1, Asian, NP; Lily Lee, foreign affairs analyst, GS–5, CRS F, NP; Tina McIntosh, worker-trainee, GS–1, Cop Acq & Proc, NP; Allan Runge, secretary to the chief, GS–6, CIP, NP.

Temporary Reappointments: Thiressia Papademetriou, legal specialist, GS–11, LL Eur, NP; Barbara Weissberger, assistant to the editor, GS–9, Hisp, NP.

Resignations: Charles Bailey, CRS AIS; Erik Barnouw, M/B/RS; Edita Hanley, Subj Cat; Paula Kenney, Ser Rec; Paula Lewis, LL; Cora Middlebrook, FRD; William Phelps, FRD; Arthur Stevens, CRS Gov.

AFC Concerts Scheduled Through October

The popular American Folklife Center outdoor concerts will continue through October. The free noontime concerts are open to the public and are given on the first Thursday of each month on Neptune Plaza. In case of rain, the concerts are held indoors.

July 2 concert presented Kubatá.

The next concert will take place on August 6 with performers J. C. Burris and "Piano" Red. J. C. Burris, harmonica player, percussionist, and puppeteer, will represent the traditions of the 19th– and early 20th–century blues-medicine show music of the rural south while Atlanta's "Piano" Red will perform his good-time blues, barrel-house, and boogie-woogie piano and song styles.

Other performances will be given on September 3 with the Khmer Classical Ballet, an act including music and dance from Cambodia, and on October 1, when Hazel Dickens and Friends will play old-time mountain music.

The mandate of the American Folklife Center is "to preserve and present American folklife." Through a varied program of concerts, exhibits,

The 10th Annual Library of Congress Professional Association Book Fair will take place on Wednesday, September 16. The success of past book sales has been attributable to the generosity of many donors. The association will accept books, records, magazines, and prints, and asks staff members to rummage through their shelves, closets, garages, basements, and attics. LCPA will start accepting these contributions anytime. For additional information, contact Peggy Morrison on ext. 75526 or Sybil Pike on ext. 76164.

lectures, and publications, the center strives to show the diversity and cultural richness of American folklife encompassing a wide range of creative and symbolic forms such as custom, belief, technical skill, language, literature, art, architecture, music, play, dance, drama, ritual, pageantry, and handicraft.

APPENDIX

Reports on the Annual Conference Of the American Library Association

San Francisco, Calif., June 26–July 2, 1981

Preconference Meetings

LITA ISAS Preconference: Data Processing Specifications and Contracting

Kaye Gapen was program moderator for this June 24–26 preconference sponsored by the Information Science and Automation Section of the Library and Information Technology Association. Carolyn Gray of Western Illinois University chaired the program and provided a general overview of a library's needs assessment and planning before the development of specifications.

John Kountz of California State Universities and Colleges offered a "technology overview," beginning with the statement that library automation is extremely costly. He described various kinds of contracts and the seven limitations in data processing: hardware, software, training, documentation, maintenance, the ability to upgrade, and post-sale follow-up.

On Thursday, Nancy Eaton started the day with a case study of the specifications she helped develop in the Atlanta Public Library. She outlined the nine steps of their contract development: establish goals and objectives through a systems study, study the marketplace, develop expectations and limitations, write a detailed operational description, review the draft, release the RFP, evaluate responses, begin contract negotiation, and administer the contract.

Hank Epstein of Information Transform described the best way to buy or develop a turnkey system. He warned against accepting a standard contract from a vendor, stating that the contract should be written to protect both parties. He emphasized the importance of conducting a benchmark test of the proposed system as it is currently operating at another installation and then repeating the test on one's own installed system. The role of the consultant in the contract process is as advisor, not decisionmaker.

Patricia Earnest of Brodart started Friday's discussion with the vendor's perspective on contracting. Stating that vendors are people, too, she provided suggestions for anyone just beginning the contracting process: ask vendors for specifications from other similar libraries (but do not just copy someone else's specifications), allow at least one month for a response from vendors, inform all vendors of the final decision, ask for a list of subcontractors the vendors plans to use, and so forth.

The final speaker was Ronald Miller of the California Library Authority for Systems and Services, who discussed the three-and-a-half stages of contract administration: contract implementation with reviews of the contract to prevent problems, maintenance during and after the warranty period, monitoring and observing response time, repair time, and so on, and planning for the next system.

The major areas were clarified through a role-play exercise of a contract for the installation of a "Fancy Systems Library Circulation Control System" for the "Chambana Public Library." Following the role playing, the speakers were grouped in a panel for a question-and-answer period.

This preconference succeeded in meeting its goal: to establish a basic level of competence in developing functional specifications, evaluating technical specifications, developing and evaluating bid specifications, and negotiating and administering contracts for data processing equipment. [*Jo Frances Calk*]

ACRL Preconference: Planning and Procuring a Turnkey Library System

If participants in this June 25–26 preconference were looking for a neat solution to their problems, they were surely disappointed. Within minutes of the start of the session, Chicago-based consultant Rob McGee warned his audience that "automating a library is not a discrete event, it is an ongoing process." He then plunged into a two-day explanation of how to analyze a library's need for automation.

Although scrupulously avoiding the role of knowing expert in so slippery a field, Mr. McGee and colleague Howard Dillon of the University of Chicago Library convincingly demonstrated the need for including as many activities and institutions as possible in automation plans. By including other libraries, by forging a system where only individual institutions now operate, computer hardware and functions may become affordable despite enormous initial costs. To demonstrate this point, the speakers referred repeatedly to a graph of automation costs per terminal. No matter who the vendor, by increasing the number of terminals on the system, the cost per terminal dropped dramatically after a certain threshold cost had been passed. The lesson is that the more users there are, the cheaper it is. "The whole

trick of computer technology is that these are expandable systems," Mr. McGee emphasized.

Mr. Dillon, a practicing library manager, warned his colleagues against reinventing the automation wheel. By using, when possible, a system provided by a vendor, libraries take advantage of the massive costs already absorbed by the experiences of hundreds of other institutions. Automation is a complex administrative activity that cannot be introduced piecemeal to solve one problem and then another, he said. He warned his audience not to be tempted to run a home-grown program "on the town computer that also does parking fines and has some extra time."

The two-day program was based on Mr. McGee's cardinal belief that it is essential for librarians involved in automation planning to understand the full potential for system growth and to plan for performance in the far future. Any system acquired today should include the potential for networking one's neighbors, for providing on-line public reference, electronic mailbox features, word processing, and office automation. Participants, who included librarians from institutions as diverse as a small Biblical college in Oklahoma and the Massachusetts Institute of Technology (but no library directors), worked their way through a detailed planning process based on an inch-thick compendium of plans developed by Mr. McGee's RMG Consultants for other libraries.

Using the participants' institutions as models, Messrs. McGee and Dillon worked out assessments of telecommunications and hardware costs, personnel requirements, the cost of converting bibliographic records, questions of local cooperation and system governance, and system architecture. After explaining how these costs and requirements can be derived, the consultants spent the final half-day emphasizing the need for a proper design process. Like any management task, automation must be planned in the human environment, Mr. McGee stated. A successful automation plan coordinates the potential of technology with the expectations of staff, administration, and public. The most critical element in planning for automation is to design a process that successfully involves the right people in describing the institution and its needs. [*Christopher Wright*]

Miscellaneous Meetings

OLPR Advisory Committee

In keeping with the conference theme, "Libraries and the Pursuit of Happiness," Barry Stein of Goodmeasure, Inc., discussed "Humanizing the Work Place: Quality of Worklife in Libraries" at the June 29 meeting of this committee of the Office of Library Personnel Resources. Mr. Stein cited five critical factors of the 1980s which pertained to his topic: changes in the labor force and population; the economic environment and international trade; technological and industrial development; political, regulatory, and social change; and the redesigning of organizations. Asserting that productivity and quality of worklife are not unrelated, he proceeded to delineate areas to which managers should pay attention in order to create a humanized workplace which would, in turn, promote higher productivity. He was particularly critical of "organizational aspirin" which is administered by management personnel when symptoms of problems, rather than the problems themselves, are treated.

Turning his attention to nonmangement employees, Mr. Stein noted some gains from working in a humanized workplace. A sense of autonomy and flexibility, a feeling of self-esteem, and an awareness of one's own contribution were some of the benefits.

After commenting on the uses of power by management and obtaining and using of power by nonmangement employees, Mr. Stein introduced the theory of "participatory work systems" in which employee groups, both formal (such as unions) and informal (such as ad hoc committees), meet with management to discuss problems. Communication—straightforward and honest—is, the speaker said, at the crux of a humanized workplace.

The second half of the session was devoted to group discussions in which participants were asked to solve labor-management problems at a hypothetical library. [*Barry Bellinger*]

Joint Steering Committee for Revision of AACR (JSC)

The JSC, as reconstituted after the publication of AACR 2, met on July 1–2. Frances Hinton, representing ALA, is the chair of JSC, which is made up of the following additional members: Jan Fullerton, representing both the Australian Library Association and the National Library of Australia; Jean Weihs, representing the Canadian Committee on Cataloguing (a joint committee of the National Library of Canada and the French and English national library associations of Canada); Eric Hunter, representing the Library Association, of Great Britain; Joyce Butcher, representing the British Library; Ben Tucker, representing the Library of Congress; and Paul Winkler and Michael Gorman, editors.

Since the JSC meeting was being held in conjunction with the Annual Conference of the American Library Association, its sessions were all open to

observers, and many librarians attending the conference took advantage of this opportunity.

The chair welcomed new members, noting particularly the expansion of JSC to include Australia. Several other noteworthy points were made, arising from a consideration of the first group of agenda items. JSC took note of the publication of the *Concise AACR 2* and thanked Michael Gorman for his considerable role in writing this work and in bringing the project to completion. A description and explanation of the *Concise AACR 2* is contained in Frances Hinton's article "The Concise AACR 2" in *Library Resources & Technical Services* (Vol. 25, No. 2. April/June 1981). The *Concise AACR 2* is published by ALA and is available from the ALA Order Department, 50 E. Huron St., Chicago, Ill. 60611, for $6.50. JSC decided, in response to requests from Scandinavia, that translations of AACR 2 may omit segments of the rules and may add others, provided that the translated text calls attention to these deletions and additions. JSC decided that it will not set up a mechanism for approving or disapproving rule interpretations made by national libraries. Instead, JSC members will place any problem they find with such interpretations on the agenda for JSC discussion.

Representatives of the publishers of AACR 2 were also present at the opening session: Charles Ellis (Library Association), Laurie Bowes (Canadian Library Association), and Donald Stewart (American Library Association). They reported on the status of translations of AACR 2, the Common Revision Fund (fund of royalties derived from selling AACR 2), and the present sale record of the rules. In the United States and abroad, 40,800 paperbound and 21,300 clothbound copies of AACR 2 have been sold to date.

The remainder of the sessions was devoted principally to the topic of rule revision in general and to a particular consideration of each proposal for rule revision made by various members of the committee. For the general matter, JSC decided that rule revision could begin immediately, but that this activity should be addressed conservatively by the members, except in such cases as obvious errors or serious lacunae. Further, JSC was of the opinion that in cases falling outside this conservative approach, rule interpretation by the national libraries would be countenanced as an acceptable interim solution to problems.

Out of a total of 26 rule revisions proposed by the Library of Congress, JSC approved 15 as revisions and eight as interpretations. The Library of Congress expects that the rule revisions and interpretations will have little or no impact on current catalogs or data bases.

For the approved rule revisions, JSC will submit the final text to professional journals and newsletters in Australia, Canada, Great Britain, and the United States. JSC will recommend to the publishers that the revisions be set in type and on pages matching the type and pages of the full text, and then be disseminated also in this form, perhaps at a nominal charge.

JSC adopted a schedule that calls for annual meetings for the coming few years. Tentatively, the next meeting is planned for September 1982 in London. [*Ben R. Tucker*]

Resources and Technical Services Division

RS Chief Collection Development Officers of Medium-sized Research Libraries Discussion Group

Anna Perrault of Louisiana State University chaired the meeting of this discussion group of the Resources Section on June 27. The first item on the agenda was a report by Clint Howard of the University of Kansas on the meeting of the Chief Collection Development Officers of Large-Sized Research Libraries, which covered such areas as funding, inflation, budgets, serial costs increases, and organized patterns of collection development and decisionmaking as they relate to bibliographers.

Following Mr. Howard's report, Ms. Perrault introduced the major topic of discussion: collection development for microforms. She pointed out the growth of microform sales activity as shown by census figures on the number of companies involved in microform sales in terms of value in dollars, and she indicated that the growth of availability of microforms has led to some problems regarding collection development policies.

Ms. Perrault presented the results of a survey she made of several academic libraries to determine how they treat microforms in their library collection development policies: by subject as any other book or serial or by format as a separate category. Results showed that most libraries appeared to be equally divided in determining treatment. Comments at the meeting confirmed the survey results, with several attendees commenting that they were currently involved in developing draft collection development statements and making this determination.

Discussion regarding factors affecting purchase decisions included the use of interlibrary loan or CRL before purchase, the duplication in microform if hard copy is available, the availability of indexing and cataloging for microform sets, and the expense factor in general. Duplication in microform if hard copy is available drew comments about the need for good union lists so that the holdings of other libraries

will immediately be known and purchase duplications can be avoided. There was also some discussion on the pros and cons of retaining hard copy when microform is available.

The lack of adequate cataloging of major microform sets was mentioned by several attendees, and it was pointed out that several libraries are in the process of trying to obtain Federal funding to support major cataloging efforts from which other libraries would benefit. The expense factor generated discussion on joint purchase agreements and resource sharing among library groups and the decisionmaking involved in placement of materials purchased.

Other comments on the consideration of microforms included the increased need for security for microforms, the cost effectiveness of buying extra copies of items in microform (such as reels of newspapers) versus the cost of labor involved in monitoring security, the reconversion of microform to hard copy and the cost to the user, and the necessity for more stringent review of hard copy before binding to determine if an item should be preserved or should be in microform.

At the conclusion of the meeting, Jeanne Sohn of Temple University was nominated and unanimously elected vice chair/secretary for 1981–82. Binnie Braunstein of the University of Maryland will serve as chair for 1981–82. [*Maurvene D. Williams*]

Technical Services Costs Committee

Peter Graham of Indiana University, chair of the committee, opened the meeting on June 30 and introduced the theme: "Getting a Handle on Technical Services Costs—Comprehensiveness, Comparability and Case Studies." There were three speakers.

Comprehensiveness was covered by Martin Runkle of the University of Chicago. He spoke of the reason for the interest in technical processing costs—such as the attempt to satisfy critics, for example, public services personnel, who think too much is being spent on technical processes. Mr. Runkle identified technical processing activities and explained how important it is to give a detailed explanation of all activities—what is involved and where the activities occur. In conducting a cost analysis, he suggested that consideration should be given to nontechnical processing elements, such as searching, supplies, equipment, and computer services. He pointed out that if indirect costs are borne by the Library's parent institution, it is important to determine the formula being used for apportionment to those served.

LeMoyne Anderson of Colorado State University, in discussing comparability, emphasized the need for standardization of data definitions and procedures to make cost study comparisons possible. Mr. Anderson pointed out the problems in not having a satisfactory definition of terms. As an example, he demonstrated how cost determination can vary among libraries in one organization when some or all of the following are considered: use of binding cost statistics, first-time processing costs, computer costs, and the cost of serials in microforms versus serials in hard copy. Mr. Anderson stated that because of these variations, comparability is almost impossible, and in order to achieve it one needs to know that a type of material at one library is identified the same way at another library involved in the comparison. Mr. Anderson concluded by mentioning several devices to minimize chaos in comparability, including a self-regulation program in developing comparability studies.

Kenneth Bierman of the Tucson Public Library discussed costing procedures through case studies, with special reference to one conducted at his library. He named six important elements for developing a cost study, including planning, methodology, data gathering, data developing, the presentation of the study findings, and decisionmaking.

In planning, Mr. Bierman stated that deciding why one is doing the cost study and how one will conduct the study is linked with what one wishes to achieve. He pointed out that a general cost study is more effective than a detailed study. He also stated that analyzing staff cost must be carefully planned and suggested that, in conducting a study, the majority of time will be spent on unit staff cost and the focus would be on an average cost of staff per unit of time. He emphasized that staff attitude is critical in doing a study and that it is important to explain the study to the staff and promote a positive attitude about the study.

Mr. Bierman reviewed several basic methodologies, including having someone watch the employee and see how long it takes to do a task versus having the employee record his or her own statistics. The pros and cons of these methods were reviewed. In conclusion, he mentioned the importance of implementing the study immediately upon completion and sharing the findings with participants.

Following these presentations, there were questions and an ensuing discussion of such areas as the consideration of a bibliographic utility in unit cost of cataloging, the availability and examination of library literature on cost studies, performance standards as they affect cost standards, and the public services staff versus the technical processing services staff. [*Maurvene D. Williams*]

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